

# REGISTRAR OF VOTERS

## POLICY DESCRIPTION FORM

Department/Group: Registrar of Voters, ED/PSG Budget Code: AAA-ROV  
 Title: Request to Restore 5 Deleted Vacant Budgeted Positions

PRIORITY: Rank 1 of 1 FUNDING: Full Year ☒ Other ☐ \_\_\_\_\_ Months

ITEM STATUS: Restoration ☒ Program Change ☐ Workload ☐

OPERATIONAL AND/OR FISCAL IMPACT: Clearly explain the impact on services (attach additional pages if required)

All five positions listed below (4.4 budgeted staff) are critical members of the department's election team. Subsequent to preparation for and the actual November 2002 General election, the department incurred vacancies for the Clerk II and Clerk III positions, and they remained as such to help the county and the department realize salary savings in connection with the hiring freeze. The three Public Service Employees (PSE's) are currently vacant due to their seasonal nature. In preparation for the November 2003 election, the Clerk II and Clerk III positions will need to be filled in June and the PSE's will need to be filled starting in August. The inability or delay in filling these positions prior to the upcoming two major elections in 2003-04 (November 2003 UDEL and March 2004 Presidential Primary) could compromise the department's ability to effectively and accurately conduct those elections.

	2003-04	Ongoing 2004-05
<b>APPROPRIATIONS</b>		
Salaries & Benefits (attach additional page if required)	\$ 102,760	\$ 102,760

CLASSIFICATIONS		
Budgeted Staff	Title	Amount
1.0	Clerk II	32,002
1.0	Clerk III	35,376
2.4	Public Service Employee	35,382

Services & Supplies

Other (specify) \_\_\_\_\_

Equipment

FIXED ASSETS	
Item	Amount
_____	_____
_____	_____
_____	_____

Reimbursements (specify) \_\_\_\_\_

Total: \$ 102,760 \$ 102,760

REVENUE (specify source)

_____	_____	_____
_____	_____	_____
_____	_____	_____
Total:	\$ 0	\$ 0

LOCAL COST \$ 102,760 \$ 102,760